

# Nominations for the Nestlé Super Plan Policy Committee

A guide to becoming a Member Elected Representative



You have the opportunity to choose who you want to be represented by on the Policy Committee for the Nestlé Super Plan in the Russell Investments Master Trust.

This guide explains how you can nominate yourself or a fellow employee to the Nestlé Super Plan Policy Committee of the Russell Investments Master Trust (the Fund).

**The Policy Committee is seeking two Member Elected Representatives—one for the Rhodes based electorate and one for the non-Rhodes based electorate. Please note, you can only nominate an employee in your electorate.**

If you want to nominate yourself or a fellow employee to be on the Nestlé Super Plan Policy Committee, you need:

1. one employee from your electorate, **who is a Nestlé Super Plan member**, to nominate;
2. another employee from the same electorate, **who is a Nestlé Super Plan member**, to second the nomination; and
3. acceptance of the nomination for the Member Elected Representative position by the nominee from the same electorate by signing the form. The nominee will also need to:
  - provide a brief statement on why he/she would like to be a Member Elected Representative; and
  - provide all the above to Greg Hughes, by **5.00pm, Wednesday 26 February 2020**.

If more than two nominations are received, an election will be held.

You should read the following information about what it means to be a Member Elected Representative before sending in a nomination.

## The Nestlé Super Plan Policy Committee—what is it?

The Russell Investments Master Trust is managed by a professional trustee company called Total Risk Management (ABN 62 008 644 353) (Trustee).

The Policy Committee represents the interests of Nestlé Super Plan members of the Fund. The main function of the Policy Committee is to act as a link between:

- a. the Trustee and its various committees;
- b. members of the Fund; and
- c. the employer sponsor.

The Policy Committee will also advise the Trustee about issues that a member or the employer-sponsor has raised as a matter of concern.

## Policy Committee representatives

The Policy Committee has four representatives—two appointed by your employer, Nestlé Australia Limited and two elected by you, the members. The intention is that there will be two Member Elected Representatives—one for the Rhodes based electorate and the other for the non-Rhodes based electorate.

There is no payment for work as a Member Elected Representative.

### Other functions of the Policy Committee include:

- a. providing a link to the Trustee for members of the Fund to inquire and provide their views on:
  - the investment strategy and performance of the Fund;
  - the Fund's operation and performance; and
  - members' information requirements.
- b. assisting the Trustee in dealing with complaints or inquiries about the operation or management of the Fund.
- c. assisting the Trustee to obtain the views of members about their information and education needs.

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## How to nominate or be nominated

| YOU WANT TO NOMINATE A MEMBER ELECTED REPRESENTATIVE...  |           | YOU WANT TO BECOME A MEMBER ELECTED REPRESENTATIVE...   |
|--|-----------|---|
| To nominate a fellow employee who is a member of the Fund to be a Member Elected Representative, you need someone else to support your recommendation, and the person you are nominating has to agree to their nomination. All must be from the same electorate.   | <b>OR</b> | If you want to become a Member Elected Representative, you will need a fellow employee to nominate you, and have a second person support your nomination. All must be from the same electorate. |
| IN EITHER CASE...  |           |   |
| The person being nominated will need to write a brief personal statement on why they /you would like to be a Member Elected Representative (no more than 150 words). If more than two people are nominated, the personal statement will help members decide who they wish to vote for. The form must be completed and sent to the address shown on the form by 5:00pm, 26 February 2020. |           |   |

If you would like to nominate someone to represent you as a Member Elected Representative on the Policy Committee, then you can do so by reading and completing the attached form and returning it to the address shown by 5:00pm, 26 February 2020.

- if you cease to be eligible to be a Member Elected Representative; or
- if you die or become unable to continue your duties because of a mental or physical incapacity.

### Who can be a Member Elected Representative – the Rules

There are rules regarding who can become and remain a Member Elected Representative. You must:

- be a permanent employee of Nestlé Australia Limited and a member of the Fund, and be nominated by another member;
- have never been convicted of an offence involving dishonest conduct;
- have never had a civil penalty order under the *Superannuation Industry (Supervision) Act 1993* made against you; and
- not currently be an undischarged bankrupt.

If you would like a copy of the Terms of Reference for the Policy Committee, please call us on 1800 555 667.

### When does the term of office for the Member Elected Representatives end?

As a Member Elected Representative, your term will end:

- after three years. However, you can be renominated or elected for another three years;
- if you resign or retire from employment with Nestlé Australia Limited;
- if you cease to be a Nestlé Super Plan member of the Russell Investments Master Trust;
- if you decide to resign as a Member Elected Representative;

### What if you can't complete your term?

If you become ill, resign or are unable to complete your term as a Member Elected Representative, the Policy Committee may appoint the 'runner-up' in the previous election. The 'runner-up' would only be a Member Elected Representative until the end of your original term. If there is no 'runner-up', nominations may be called again.

### The results

The successful candidates will be determined on a 'first past the post' voting system. Greg Hughes of Russell Investments will manage the election process.

If only one member is nominated for the vacant Member Elected Representative positions in each electorate, these members may be elected automatically.

If two or more nominations are received in an electorate, then an election may need to be held for that electorate. You will be notified if this is the case.

The Trustee may determine, at its absolute discretion, to vary or remove electorates for the purposes of nomination and appointment of Member Elected Representatives under these rules.

If you have any questions regarding your superannuation or the Policy Committee, you should call us on 1800 555 667.

The following form must be sent to the address shown on the form and be received by 5.00pm, 26 February 2020.

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## Nomination form for a Member Elected Representative on the Nestlé Super Plan Policy Committee

Use this form to nominate a fellow employee for the position of Member Elected Representative on the Nestlé Super Plan Policy Committee of the Russell Investments Master Trust. Simply complete Section 1 and ask a colleague to complete Section 2. The employee nominated will need to complete Sections 3 and 4.

If you wish to become a Member Elected Representative yourself, you will need to get two colleagues who are Nestlé Super Plan members of the Russell Investments Master Trust to fill out Sections 1 and 2, and you will need to fill out Sections 3 and 4.

Please note, you can only nominate an employee in your own electorate or request colleagues from your electorate to nominate you.

Full name of candidate:

Electorate:

### 1. To be completed by the person nominating the candidate above

I,  (insert full name), being a permanent employee of Nestlé Australia Pty Ltd in the **Rhodes based/non-Rhodes based (circle one) electorate** and a Nestlé Super Plan member of the Russell Investments Master Trust, nominate the person named above for the position of Member Elected Representative on the Policy Committee.

Signature: \_\_\_\_\_

Date:

### 2. To be completed by a second person, supporting the above nomination

I,  (insert full name), being a permanent employee of Nestlé Australia Pty Ltd in the **Rhodes based/non-Rhodes based (circle one) electorate** and a Nestlé Super Plan member of the Russell Investments Master Trust, agree with and support the nomination of the person named above (in the first box) for the position of Member Elected Representative on the Policy Committee.

Signature: \_\_\_\_\_

Date:

### 3. To be completed by the person nominated as a candidate (whose name appears in the first box)

I,  (insert full name) being a permanent employee of Nestlé Australia Pty Ltd in the **Rhodes based/non-Rhodes based (circle one) electorate** and a Nestlé Super Plan member of the Russell Investments Master Trust, accept the nomination for the position of Member Elected Representative on the Policy Committee.

If I am elected, I agree to the Terms of Reference of the Nestlé Super Plan Policy Committee for the the Russell Investments Master Trust. I am not aware of any reason why I could not accept the position of Member Elected Representative if elected, and declare that:

- I have never been convicted of any offence involving dishonest conduct;
- I have never had a civil penalty order under the *Superannuation Industry (Supervision) Act 1993* made against me; and
- I am not an undischarged bankrupt.

Signature: \_\_\_\_\_

Date:

Please complete both pages of this form. >

